

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

TOMMY LEWIS, PRESIDENT, PRESIDING

July 8, 1998

A. CALL TO ORDER

The July 8, 1998, meeting of the DeSoto County Board of Supervisors was called to order by Chief Phil Cottam of the DeSoto County Sheriffs Department.

Chief Phil Cottam of the DeSoto County Sheriffs Department was present and did open the DeSoto County Board of Supervisors meeting in a regular session to hear any and all business to come before the Board. The following were present:

Jessie Medlin-----District 1  
Eugene C. Thach-----District 2  
James D. Pearson-----District 3  
John Caldwell-----District 4  
Tommy Lewis-----District 5  
W. E. "Sluggo" Davis-----Chancery Clerk, Absent  
Chief Phil Cottam-----DeSoto County Sheriffs Dept  
Clovis Reed-----County Administrator  
William H. Austin, Jr.-----Board Attorney

B. INVOCATION

The invocation was presented by Supervisor Eugene Thach.

C. PLANNING COMMISSION

The Planning Commission brought several items before the Board of Supervisors as evidenced by the portion of the minutes submitted by the Planning Commission.  
\*\*SEE EXHIBIT C\*\*

D. OLD BUSINESS

E. NEW BUSINESS

1. FINANCING OF CHIP SPREADER

Supervisor John Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve Trustmark National Bank to authorize the Board President to execute forms in connection with the Chip Spreader at a cost of \$ 86,942.00 at an interest rate of 4.58% for five (5) years.. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

\*\*SEE EXHIBIT E.1\*\*

2. **LIFT OF EMERGENCY DECLARATION**

Kenny Gunn reported on the progress of limb pickup. Mr. Gunn states that hopefully by the end of next week all limbs and debris will be picked up. The County Administrator, Clovis Reed told Mr. Gunn that the declaration is only good for seven (7) days, and with the small amount of rain received, it will be more difficult to invoke an Emergency Declaration.

Supervisor Eugene Thach made the motion, and Supervisor John Caldwell seconded the motion to continue the Emergency Declaration for another seven days. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT E.2\*\***

3. **WALLS LIBRARY & COMMUNITY CENTER**

The County Administrator Clovis Reed, presented to the Board of Supervisors an invoice in the amount of \$ 38,047.00 signed by Architect - Marvin Johnson from TDL Contractors, Inc., for work completed on the Walls Library & Community Center.

Supervisor Jake Pearson made the motion, and Supervisor John Caldwell seconded the motion to approve the invoice for TDL Contractors, Inc., in the amount of \$ 38,047.00 for payment. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT E.3\*\***

4. **CENTRAL MAINTENANCE BARN, WALLS, ETC.**

The County Administrator Clovis Reed, presented to the Board of Supervisors an invoice in the amount of \$ 46,452.60 signed off by Jim Bearden from Hill Brothers Construction Company, Inc., for work in progress on the Central Maintenance Barn, Walls.

Supervisor Jake Pearson made the motion, and Supervisor Jessie Medlin seconded the motion to approve the invoice for Hill Brothers Construction Company, Inc., in the amount of \$ 46,452.60 for payment. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT E.4\*\***

5. APPROVAL FOR RIGHT OF WAY ACQUISITION FOR NRCS WORK ON COLLEGE, DEAN & BRIGHTS ROAD

Supervisor Tommy Lewis asked Kenny Gunn if he had an employee available to get Easements signed from residents involved in the Drainage work located on College, Dean, and Brights Roads. Mr. Gunn responded at this moment, he did not know, however, he would handle the situation. The Board discussed the possibility of Jim Trey getting the easements signed.

The County Administrator Clovis Reed suggested the Board Attorney, William Austin see if Mr. Jim Terrell would be available for such a task. Mr. Austin will request Mr. Terrell to get the easements signed by the residents. If there is a conflict, Mr. Austin will advise Mr. Gunn, so he can provide an employee to handle this situation.

Supervisor John Caldwell made the motion and Supervisor Jake Pearson seconded the motion for Mr. Austin and Mr. Gunn get signatures on the drainage easements necessary to complete work on College, Dean, and Brights Roads. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT E.5\*\***

6. ADVERTISEMENT COUNTY RESOURCES - DESOTO COUNTY DISTRICT REPRESENTATIVE 11 & 12 YEAR OLDS

Supervisor Tommy Lewis requested the Board of Supervisors to sponsor DeSoto County 11 & 12 year olds as Representatives from DeSoto County in Hattiesburg, Mississippi. In accordance with Section 17-3-3, of the Mississippi Code of 1972, the Board of Supervisors did make a determination that the above request would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County. Therefore, Supervisor John Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve sponsoring this request for DeSoto County 11 & 12 year olds as Representatives in Hattiesburg, Mississippi, not to exceed \$ 150.00 each for possibly two (2) teams subject to written requests for the funds. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

F. **EXECUTIVE SESSION**

The “Executive Session” portion of this meeting is presented under the portion of minutes called “Executive Session”

G. **OTHER ISSUES**

1. **DANIEL MURPHY - STATE AID PROJECT**

Daniel Murphy appeared before the Board of Supervisors to present the State Aid Project to improve Polk Lane, Hacks Cross Road, and Stateline Road. Supervisor Jessie Medlin made the motion and Supervisor Eugene Thach seconded the motion to approve the State Aid Project for the above mentioned roads. The **motion passed** by a vote as follows:.

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT G.1\*\***

2. **AMBULANCE COMMISSION**

Supervisor Tommy Lewis made the motion, and Supervisor Jessie Medlin seconded the motion to appoint Supervisor John Caldwell to replace Supervisor Tommy Lewis on the Ambulance Commission. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes  
Eugene C. Thach-----Yes  
James D. Pearson-----Yes  
John Caldwell-----Yes  
Tommy Lewis-----Yes

**\*\*SEE EXHIBIT G.2\*\***

3. **PERSONNEL MANUAL**

The Board of Supervisors held a public meeting with elected officials to discuss the Personnel Manual.

Circuit Clerk Jeanette Martin thanked the Board of Supervisors for the opportunity to discuss the Personnel Manual. Ms. Martin said that the elected officials want the Board of Supervisors and the elected officials to have the same policies.

### ITEM G.3 CONTINUED,

The Tax Collector Joey Treadway said he wants the Board of Supervisors to agreed to the terms of the handbook this same as the employees are expected to agree to the terms. Attorney Jane Heidleberg verified that the Tax Collector wants to make the handbook a binding contract. Ms. Heidleberg said she would not recommend the Board of Supervisors establishing the book as a contract as the County would not be able to respond to emergencies such as financial emergencies in which benefits would have to be cut. Other items of issue regarding the Personnel Manual were:

1. The Board of Supervisors asked Jane Heidleberg for a separate section for hiring for elected officials.
2. Elected officials agree to file background checks with the County Administrators office.
3. Vacation accumulation - The Board of Supervisors reported to the elected officials that they have gone back to the original accumulating policies for vacation leave monthly which allows vacation to be taken as accumulated.
4. Holiday pay/Overtime - The Board of Supervisors and those in attendance discussed holiday pay cutting into overtime accumulation. The Board of Supervisors agreed that anything over forty (40) hours of work is considered overtime and during weeks with holidays anything over eight (8) hours per day is considered overtime.
5. Probationary Period - Those present discussed the probationary period being stated in days. It was determined that this was not an issue since leave has been reverted to be taken upon accumulation.
6. The County Administrator Clovis Reed asked for the Board to work for a close enough form of adoption of the book to allow Jane Heidleberg to begin working on the Employee Handbook.
7. Mary Ann Schwartz, Citizen asked if the County Administrator will design the forms in connection with the book for Board approval. All agreed that the County Administrator would design the forms for Board approval.

The Board of Supervisors asked Jane Heidleberg to make the changes indicated and come back before the Board with the changes in final form on July 23, 1998. Jane Heidleberg notified the Board of Supervisors that the manual will be on the computer for open access for inquiry only for all employees to have access to the manual.

### H. OTHER ISSUES

#### 1. Limbs & Asphalt

The Board of Supervisors asked the Road Manager to check into County trucks dumping limbs and asphalt illegally. The Road Manager said he had no knowledge that this was happening, but would check into the matter.

Supervisor Jake Pearson made the motion and Supervisor John Caldwell seconded the motion to recess until Thursday, July 23, 1998 at 9:00 a.m.

THIS the 2nd day of February, 1998, these minutes have been read and approved by the DeSoto County Board of Supervisors.

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TOMMY LEWIS, President  
DeSoto County Board of Supervisors